



**Los Angeles County
Chief Executive Office**

***Class Specification:* DEPUTY PROBATION OFFICER II
(RESIDENTIAL TREATMENT/ DETENTION SERVICES)**

ITEM NUMBER: 8609

APPROVAL DATE: 07/22/2009

DEFINITION:

Provides professional level staff services in either a Probation Department residential facility or a detention services facility, including monitoring program needs, coordinating casework services, coordinating security dorm operations, providing community liaison and public relations, and providing fire liaison services, performing case management activities, and providing treatment and counseling services. In addition, the Deputy Probation Officer II is called upon to serve in any or all of the Supervising Deputy Probation Officer roles, which may be delegated.

CLASSIFICATION STANDARDS:

Positions allocable to this journey level class report to a Supervising Deputy Probation Officer or similar class, and are assigned responsibility for performing either the residential treatment assignment or the detention services assignment.

Positions performing either the residential treatment assignment or the detention services assignment carry a caseload of the more difficult and complex cases, coordinate the ongoing security of the dorm and the institution, and supervise juveniles working in areas within the facility. Incumbents must exercise and demonstrate a journey level knowledge of probation casework, of psychological, social and cultural factors which influence individual and group behavior, counseling techniques, Federal, State and local laws and ordinances relating to probation work, functions and procedures of Superior Courts as they relate to probation, departmental policies and procedures, first aid techniques, and Cardiopulmonary Resuscitation. Positions must also possess abilities and skills to communicate adequately, write clear and concise reports, and establish and maintain effective working relationships with clients, probation staff, court and law enforcement personnel and community groups, and demonstrate knowledge of evidence-based best practices in delinquency prevention and intervention, various assessment instruments, and interview strategies.

Residential Treatment

Positions are assigned to a residential treatment facility and are responsible for coordinating the residential treatment programs involving the supervision of daily

care and custody of court wards, assisting in the re-socialization of offenders by coordinating treatment and counseling activities, coordinating the ongoing security of the dorm and the institution, supervising juveniles working in areas within the facility, supervising and coordinating juveniles responding to fires, as well as evaluating the fire situation for excessive risks to the crew, and providing public relations and community liaison services.

Detention Services

Positions are assigned to a juvenile hall and are responsible for performing the more difficult and complex casework assessment and planning activities that incorporate strategies and decision making that reflects evidence-based best practices associated with professional probation work. Positions develop individual case plans, assess life skills, risks, and needs of minors under supervision, determine appropriate and effective treatment and prevention services based on minor's identified level of risks and individual characteristics, and monitor outcomes and results.

EXAMPLES OF DUTIES:

Monitors the care, safety and control of minors in camps or juvenile halls; maintains group and individual behavioral standards, and oversees the living group process (i.e., the proper supervision of wards eating, showering, using restroom facilities, visiting, and performing school and recreational activities).

Develops case plans for the more difficult and more complex cases and recommends appropriate courses of action; performs associated case management activities.

Plans and coordinates recreational activities.

Provides individual and group crisis intervention.

Conducts situational investigations of ward incidents and behavior.

Ensures that minor's health needs are met and hygiene and personal appearances are adequate.

Oversees and provides casework services to camp wards; prepares petitions and court reports; audits cases; maintains case records and logbooks.

Plans and implements supervision programs utilizing accepted casework techniques.

Reevaluates and modifies supervision plans as necessary.

Provides, individually or as a member of a professional team, counseling and

guidance to delinquent youths that have been placed in a Probation facility.

Counsels delinquent juveniles and their families.

Develops and utilizes community resources to meet the juvenile's needs.

Assists Supervising Deputy Probation Officers in the training of new Probation personnel by providing formal and on-the-job instructions in such areas as dealing with disturbed juvenile offenders, filing petitions, writing court reports, and performing various court procedures.

Provides liaison and collaborates with community resources such as teachers, psychologists, physicians, social workers, and employers to meet the juvenile's needs.

MINIMUM REQUIREMENTS:

TRAINING AND EXPERIENCE:

A Bachelor's degree from an accredited college or university;

-AND- either:

Option I: Two years of experience as a Deputy Probation Officer I, Senior Detention Services Officer, Transportation Deputy, Probation, or Senior Investigator Aid, Probation, in the service of Los Angeles County;

-or-

Option II: Three years of experience as a peace officer in probation, parole, corrections or other law enforcement field at the level of Los Angeles County's classes of Deputy Probation Officer I, Senior Detention Services Officer, Transportation Deputy, Probation, or Senior Investigator Aid, Probation, with at least six months of experience conducting complete field investigations or full responsibility for supervising either adult or juvenile probationers.

LICENSE:

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions. Appointee must obtain a California Class B Driver License within 90 days of appointment.

PHYSICAL CLASS:

3 - Moderate.

OTHER REQUIREMENTS:

- 1) Must satisfy the State of California criteria for peace officer status.
- 2) Appointees will be required to meet the State-mandated CORE training requirements as defined by Standards for Training in Corrections.

SPECIALTY REQUIREMENTS:

Specialty / Training and Experience

Treatment and Counseling:

A Master's Degree in Social Work, Social Welfare, Psychology, Counseling, or Marriage, Family and Child Counseling from an accredited college.

License: Appointees must either be currently licensed or pursuing their licensure in their area of specialty with the California Board of Behavioral Science Examiners.

COMMENTS:

Title change effective July 5, 2006. Former Title: Deputy Probation Officer II, (Residential Treatment).